

## MESSAGE FOR U.S. CITIZENS

U.S. Embassy representatives from the **American Citizens Services of the Consular Section; Department of Homeland Security-Citizenship and Immigration Services; Social Security Administration** and the **Veterans Affairs Office** will be in:

**OLONGAPO CITY**  
**Friday, February 17, 2012**  
**VIP Room #1, Subic Bay Exhibition and Convention Center**  
**Efficiency St., Subic Bay Gateway Park**

**Regular outreach activity: 8:00am to 10:00am**

**Town Hall Meeting: 11:00am to 12:00nn with**  
**Ambassador Harry K. Thomas, Jr.**

### **American Citizens Services personnel will answer questions and:**

- ✓ Accept applications for Passports and Consular Reports of Birth Abroad
- ✓ Provide information on registering with the Embassy
- ✓ Perform notaries and affidavits of legal capacity to marry in the Philippines
  - **(Please note: FOR STRICT COMPLIANCE of Citizenship and Passport applicants: Please read all information on the US Embassy website <http://manila.usembassy.gov/service.html>) to understand the application process and preparing documents for the interview. If you do not bring the required documentation, we will not accept or process your application and you will have to schedule an appointment at the Embassy.)**
  - **Due to demand, we might not be able to accommodate all applicants for interview during the two hours of the outreach and may implement an appointment system or a limit for some services.**

### **Department of Homeland Security-Citizenship & Immigration Services personnel will answer questions and:**

- ✓ Provide instructions for filing such applications/petitions
- ✓ Distribute DHS forms and guidelines regarding DHS applications/petitions
- ✓ Provide information related to Immigration matters

### **Social Security Administration will answer questions and:**

- ✓ Discuss basic entitlement requirements for the different Social Security benefits;
- ✓ Develop claims for benefits;
- ✓ Process Social Security number applications;
- ✓ Resolve Post-Entitlement cases, e.g., Change of Address, Report of Death, Medicare Enrollment, Direct Deposit enrollment, Non-receipt of benefits, etc.

### **Veterans Affairs Office will answer questions and:**

- ✓ Field general inquiries on specific claims;
- ✓ Assist in filling out VA application forms for various benefits such as compensation, pension, death benefits, burial benefits, claim for dependents and change of address

### **IMPORTANT NOTICE:**

**Because of banking issues, we can only accept Philippine pesos as payment for services.**

**(Peso exchange rate will be provided during the Outreach)**

### **SCHEDULE OF FEES**

#### **PASSPORT APPLICATION FEES**

Adult (16 and above) Passport Application fee (DS11):	\$135
Minor (under 16) Passport Application fee:	\$105
Passport Renewal fee (minor)	\$105
(adult (DS82))	\$110
Additional Passport Pages:	\$82
Consular Report of Birth Abroad:	\$100

#### **NOTARIALS**

Affidavit	
(Subscribed and Sworn To)	\$50
Extra Copy	
Other doc. related to the same transaction	\$50
Acknowledgment of Signature	\$50
Voting registration card or absentee ballot	no fee
Savings Bonds	no fee

**Affidavit of Legal Capacity to Marry** \$50

**Report of Death of an American Citizen** no fee

**Selective Service** no fee

All inquiries regarding Non-Immigrant Visas must be made to the U.S. Embassy in Manila by calling (02) 982-5555 and (02) 902-8930 (for calls within the Philippines and other countries aside from mainland United States), and (214) 571-1600 (for calls from mainland United States). The numbers are accessible from Monday through Friday, 8:00 a.m. to 8:00 p.m., Manila time, except US and Philippine holidays. Inquiries can also be sent via e-mail to

[ConsManilaNIV@state.gov](mailto:ConsManilaNIV@state.gov)

**Additional information can be obtained prior to the visit by contacting:**

**American Citizen Services Section of the American Embassy in Manila (02) 301-2000 ext. 2246**

